**Diigo How-To**

**Diigo background**  
Diigo (like Delicious.com) is a social bookmarking tool. This means that  
- a) you can save your bookmarks on Diigo and have access to them anywhere, and  
- b) you can see what others have shared publicly, and  
- c) others can see what you have shared publicly.

If you ever use more than one computer or digital device to view the web, you can see how useful this tool can be.

View a video about Diigo and social bookmarking at [http://vimeo.com/12687333](http://vimeo.com/12687333)

**Getting started**  
**Step 1:** Get started with Diigo by going to [http://www.diigo.com](http://www.diigo.com). There are choices of free or paid plans; the free one works well.

**Step 2:** Click on Free, then fill in the usual username, email, and password. The hard part, as always, is choosing a username that is unique.

**Step 3:** The next thing to do is to add a bookmarklet to the browser toolbar. The bookmarklet lets you add a Diigo link to the web page that you are currently viewing. This is very useful – you don’t need to leave the page in order to copy and paste the URL into Diigo.

If you need to add the bookmarklet to your computer, click on your profile image (or the blank circle on the top right), then choose Tools.

You can also go to [https://www.diigo.com/tools](https://www.diigo.com/tools) to find the same thing. You will want the bookmarklet on all of the computers/devices that you use.

You can download Diigo for your mobile device, as well, on Google Play or iTunes.

**Using Diigo**  
When you click on Diigolet on your browser toolbar, you see several choices:

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You can annotate the web page that you are on by clicking Highlight or Sticky Note. If you then click on Bookmark, you’ll see your annotations. When you click Bookmark, you’ll see the URL and title:

You can click Save Bookmark now, but it’s not nearly as useful as if you add tags. Tags help you organize your links so that you can find them later. You can also choose to Add to a list (another organizing tool) or Share to a Group (yet another organizer).

Now it’s ready to save and share!

You can choose to click Private if you don’t want to share the link on your public page. Keep very personal information, such as links to your bank, as private links. You can see them when you log in, but others cannot.

You can see what others have shared, as well. Look at Community on the top menubar. You can search by tags in the whole community of Diigo users. Recommended: Diigo in Education at [https://groups.diigo.com/group/diigoineducation](https://groups.diigo.com/group/diigoineducation) and CALL-IS VSL at [https://groups.diigo.com/group/call_is_vsl](https://groups.diigo.com/group/call_is_vsl)

Happy bookmarking!

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